



# CITY OF HOUSTON

## Job Posting

	SKT
1	<div><div>Applications accepted from:</div><div>ALL PERSONS INTERESTED</div></div>
2	<div><div>Job Classification</div><div>GARDENER</div></div>
3	<div><div>Posting Number</div><div>PN# 106024</div></div>
4	<div><div>Department</div><div>PARKS AND RECREATION</div></div>
5	<div><div>Division</div><div>GROUND MAINTENANCE</div></div>
6	<div><div>Section</div><div>HORTICULTURE</div></div>
7	<div><div>Reporting Location</div><div>VARIOUS *</div></div>
8	<div><div>Workdays &amp; Hours</div><div>M - F, 7 a.m. - 4 p.m.*</div></div> <div>*Subject to change</div>
9	<div><div><u>DESCRIPTION OF DUTIES/ ESSENTIAL FUNCTIONS</u></div><div>The qualified individual performs horticultural duties such as planting, pruning, fertilization and other tasks needed for general care and maintenance of planting areas. Assists in production of horticulture crop at city greenhouse. Reviews planting plans and provides updates on plant and insect problems. Keeps records on inventory, scheduling and routine maintenance in relation to plantings. Maintains and cleans equipment and tools. Performs other duties as assigned.</div></div>
10	<div><div><u>WORKING CONDITIONS</u></div><div>This position involves considerable physical exertion, such as regular climbing of ladders, lifting of heavy objects up to 80 pounds, may frequently assume awkward positions for extended periods of time. There are routine exposures to significant levels of heat, cold, moisture and air pollution. The position may involve periodic exposure to chemical substances and physical trauma of a minor nature such as cuts, bruises and minor burns.</div></div>
11	<div><div><u>MINIMUM EDUCATIONAL REQUIREMENTS</u></div><div>Basic knowledge of grammar, spelling, punctuation and simple mathematical functions like percentages, ratios, etc. as might normally be acquired through attainment of a high school diploma or a GED. Additional training in horticulture skills is preferred.</div></div>
12	<div><div><u>MINIMUM EXPERIENCE REQUIREMENTS</u></div><div>Two (2) years of experience in a horticultural field such as landscape installation, grounds maintenance, plant production or pest control are required.</div></div>
13	<div><div><u>MINIMUM LICENSE REQUIREMENTS</u></div><div>Must have a valid Texas driver's license and comply with the City of Houston's policy on driving (AP 2-2).</div></div>
14	<div><div><u>PREFERENCES</u></div></div>
15	<div><div><u>SELECTION/SKILLS TESTS REQUIRED</u></div><div>NONE</div></div>
16	<div><div><u>SAFETY IMPACT POSITION</u> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</div><div>If yes, this position is subject to random drug testing and if a promotional position, candidate must pass an assignment drug test.</div></div>
17	<div><div><u>SALARY INFORMATION</u></div><div>Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The minimum to midpoint of this salary range is: Salary Range - Pay Grade 08 \$666 - \$882 Biweekly - \$17,316 - \$22,932 Annually</div></div>
18	<div><div><u>OPENING DATE</u></div><div>July 27, 2005</div></div>
19	<div><div><u>CLOSING DATE</u></div><div>Open Until Filled</div></div>
20	<div><div><u>APPLICATION PROCEDURES</u></div><div>Original applications only are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker, 1<sup>st</sup> Floor. Successful candidates will be notified of their application status. <b>All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided. Telephone Device for the Deaf (TDD) Phone Number (713) 837-9471.</b></div></div> <div>An equal opportunity employer</div>